

PROPOSED FORM FOR DELEGATION OF AUTHORITY

**SUBJECT:** Delegation of Authority to Effect Petty  
Cash Purchases

**TO:** Chief, Procurement Unit

**FROM:** Executive for Personnel and Administration

By virtue of the authority vested in me by the Director, Central Intelligence Group, in a memorandum dated 6 September 1945, and in accordance with General Regulations No. 103 issued by the General Accounting Office under date of 2 May 1945, I hereby authorize you, [REDACTED], to make petty cash purchases on behalf of the United States Government (Central Intelligence Group) with the understanding that such purchases will be made in compliance with existing laws and procurement regulations.

Your account may be presented monthly or as necessity demands, to the Finance Division of this Organization, for the purpose of representing the amount that you have spent. Your account will be supported with appropriate receipts as required by the Regulation cited. It is understood that except in case of dire emergency, as determined by the Chief, Supply Section, or the undersigned, the maximum amount that may be expended for any one purchase shall not exceed \$10.00.

[REDACTED]  
Colonel, CAC  
Executive for Personnel and  
Administration

cc Chief, Fiscal Section  
Chief, Special Funds Section

Document No. 039  
No Change in Class. ☐  
☐ Declassified  
Class. Changed To: TS & C  
Auth: HM TO-2  
Date: \_\_\_\_\_ By: 013